

**FREDERICK COUNTY
DEVELOPMENT REVIEW OUTREACH MEETING
NUMBER 39
Friday, April 25, 2008
Training Room
30 North Market Street
AGENDA**

1. Prior Meeting Minutes Available at the Division of Permitting and Development Review, and on the webpage.
2. Staffing issues
 - Director Planning – Position is currently being advertised and will remain open until filled.
 - Engineering Manager – Position is being “frozen” for FY09
 - Development Review Tech ECS – Rhonda Greenholtz
3. Customer Service Counter
 - All planning documents are being accepted at customer service counter.
 - Engineering documents will be accepted following minor Hansen changes.
 - Grading permits will be accepted approximately July 1, 2008.
 - Effective May 1, 2008- No submittals will be accepted after 3:30 PM.
 - All plans must be folded to as close to 8 ½ X 11 as possible.
4. Hansen reporting – Changes coming to the appearance of Hansen Reporting
 - Staff has been working with IIT to make changes to online reports.
5. Text Amendments- Update on status of pending text amendments
 - a) Farm Lots – Adopted ordinance to remove Farm Lots
 - b) APFO – Ongoing. Have begun both Traffic and Fire & Rescue research and issues.
 - c) Minor Subdivision Notification – Became effective April 1, 2008
 - d) Resource Conservation – Minimum lot size of 10 acres. Proposed elimination of cluster provisions and allow a lot for existing lots of record of 10 to 20 acres.
 - e) Multiple structures on one lot (self storage) – Adopted ordinance with standards for development and only allows for self-storage use.
6. SWM – Changes in state law-update
7. FRO – Remainder lots.
8. Revised Unit Costs
9. Cost Estimate reviews
10. Guidelines for Traffic Control Devices, Street Lights and Street Trees For New Developments
11. Digital Submission request.
12. Open Discussion- Any items from other agencies or development community attendees
13. Next Meeting – Friday July 25, 2008